

ASIAFEST VOLUNTEER APPLICATION

Please print and provide as much information as possible.
Completed applications may be sent via traditional mail, email, or fax to:
Asia Society Texas Center • 1370 Southmore Boulevard • Houston, Texas 77004
Email: HRDept@AsiaSociety.org
Fax: 713.496.9989



Texas Center

CONTACT INFORMATION

LEGAL NAME _____
PREFERRED NAME _____
ADDRESS _____ APT _____
CITY _____ STATE _____ ZIP _____
BIRTHDAY (MM/DD/YY): ___ / ___ / ___ E-MAIL _____
DAYTIME TELEPHONE _____ HOME OFFICE CELL
EVENING TELEPHONE _____ HOME OFFICE CELL
What is the best time to contact you? _____

BACKGROUND

SCHOOL (if currently enrolled) _____
OCCUPATION (if currently employed) _____
EMPLOYER (if currently employed) _____
CURRENT EMPLOYMENT STATUS: Part Time Full Time Retired Unemployed
What is your educational background? _____

List any previous volunteer experience (include organization and length of service)

Have you ever been convicted of a crime? Yes No
This includes deferred adjudication, community supervision, and offenses that may not appear on record at this time, but excludes minor traffic violations.

List any medical/health issues that we should be aware of (i.e., allergies, limitations, etc.)

SPECIAL SKILLS

List any foreign languages (including sign language) spoken _____

List any special interests, skills, or hobbies you would like to share with us _____

REASONS FOR SERVICE

What do you hope to gain by volunteering at Asia Society Texas Center? _____

Where did you learn about the Asia Society Volunteer Program? _____

Are you currently a member of Asia Society Texas Center? Yes No

Have you ever interned, volunteered, or worked with Asia Society Texas Center before? Yes No

If yes, in what capacity? _____

AVAILABILITY

9:30 AM – 12:30 PM

12:15 – 3:15 PM

3 – 6 PM

ASSIGNMENT PREFERENCES

Please indicate which volunteer assignments most interest you.

- Attendance Assistants
- Book Sales
- Children’s and Family Activities
- Exhibition Monitors
- Food Sales
- Greeters and Hospitality
- Information Assistants
- Information Desk and Patron Services
- Performance Stagehands
- Photography Assistants

REFERENCES

Please provide the names and contact information of two references (non-relatives) that we may contact.

NAME _____

RELATIONSHIP _____ E-MAIL _____

NAME _____

RELATIONSHIP _____ E-MAIL _____

AUTHORIZATION AGREEMENT

Please read carefully.

I hereby affirm that the information provided by me on this volunteer application is complete, true, and accurate, and I understand that any falsification or omission will be immediate grounds for dismissal from the volunteer program. I authorize a thorough investigation to be made concerning my character, general reputation, employment and education background, and criminal record, which ever may be applicable. I understand what this background check may include, and I hereby authorize the release of documents and personal interviews with third parties, such as prior employers, family members, business associates, financial sources, friends, neighbors, or others with whom I am acquainted.

SIGNATURE _____ DATE ___/___/___

GUARDIAN SIGNATURE (if under 18 yrs of age) _____ DATE ___/___/___

Privacy Statement: All personal data collected through this application will be utilized for Asia Society Texas Center Volunteer Program purposes only. Applications will be kept on file for the period of one (1) year and will be judged based on applicant’s qualifications and availability with regards to the Center’s current volunteer openings and scheduling needs. Applicants not hearing from us within two (2) months may consider their application unsuccessful.